



Electronic Recording Delivery System Statement of Understanding

DOJ USE ONLY	
Cert #	_____
Date rec'd	_____
Response date	_____
Analyst	_____

Tracking #	_____
HDC date	_____
Rev. by	_____
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied

(Check all that apply:)

- ☐ Single-County ERDS
- ☐ County Recorder
- ☐ Multi-County ERDS
- ☐ Lead County Recorder
- ☐ Sub-County Recorder

A County Recorder, either in his or her official capacity or by delegation of said responsibility, shall be responsible for administering an ERDS, ensuring that all ERDS requirements are met, and shall oversee the assignment and delegation of said responsibilities by determining the necessary resources and means.

By signing this statement of understanding, a County Recorder has read and understands the specifications as outlined in the Baseline Requirements and Technology Standards handbook and agrees to establish appropriate security policies and procedures, both physical and logical, maintain all documentation required for audits and local inspections to meet and maintain the ERDS. (Refer to the System Certification Handbook, "Sample ERDS Policy and Procedures".)

I declare under penalty of perjury under the laws of the State of California that all information is true and correct.

Signature: _____ Date: _____

Print Name: _____

County _____

Form Submission

The information on this document becomes the property of the Department of Justice and will be used by authorized personnel. All documentation submitted shall be exempt from disclosure pursuant to the Information Practices Act of 1977, Civil Code Section 1798 et seq.

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